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## USU Faculty Senate Minutes, February 2, 2015

Utah State University

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**USU FACULTY SENATE  
MINUTES  
FEBRUARY 2, 2015  
Merrill-Cazier Library, Room 154**

**Call to Order**

Doug Jackson-Smith called the meeting to order at 3:00 pm. The minutes of January 12, 2015 were adopted.

**Announcements – Doug Jackson-Smith**

**Roll Call.** Members are reminded to sign the role sheet at each meeting.

**FS Presidential Elections.** It will shortly be time to elect the next FS President Elect. Please consider nominations for a colleague or yourself.

**PTR Code Change Process Update.** PRPC has formed a subcommittee to develop code revisions for the PTR recommendations to be presented to the full senate hopefully in the March or early April meeting.

**Faculty Gun Issues Survey.** In cooperation with the faculty senate leaders at other Utah colleges and universities, Doug has helped design an online survey that we hope will go out to faculty at all of our campuses. The survey will be designed to assess faculty knowledge of campus policy and state law and to gather information relative to personal experiences with the guns on campus. This survey will be conducted before the end of the semester.

**University Business – President Stan Albrecht, Noelle Cockett**

President Albrecht began by presenting the Honorary Degrees and Awards Committee Report for Sydney Petersen. The 2015 Spring Commencement Speaker and also an Honorary Degree recipient is Stew Morrill. He will soon be retiring as USU basketball coach. Additional Honorary Degree recipients are Crystal Call Maggelet, co-founder of Crystal Inn, managing director of MacCall Management, CEO and president of Flying J, and board member of Pilot Flying J; and Richard L. Shipley, USU Foundation Board member, founder of Shipley Associates, Utah Foster Care Foundation and chair of the Great Salt Lake Interpretive Trust.

The legislative session began last week. As of now there are only three bills that are of interest to higher education.

Provost Cockett gave an update on the two ongoing Dean searches. Two candidates for the Dean of Libraries position came to campus last week; Ann Moore, Dean of Library Affairs at Southern Illinois University and Catherine Cardwell, Director of Libraries at Ohio Wesleyan University. The search committee is seeking input from anyone who had the opportunity to meet these candidates, please direct comments to Larry Smith.

Four candidates for the Dean of Science will be coming to campus in the next two weeks. They are Eric Triplett, Professor and Chair Department of Microbiology and Cell Science at the University of Florida; Maura Hagan past Director National Center for Atmospheric Research, University of Colorado Boulder; Richard Cutler, Professor and Department Head of Mathematics & Statistics at Utah State University; and Estella Atekwana Head Boone Pickens School of Geology, Oklahoma State University.

The Allen E. Hall Innovation Award is a new award given by the Utah System of Higher Education to support initiatives with clearly defined and well-conceived innovative strategies that are intended to improve undergraduate student success. The awardee or awardee team at each USHE institution will receive \$10,000: \$5,000 direct award to the faculty/staff member(s) (split equally between team members if a team is the awardee) and \$5,000 to be placed in an institutional account for the staff/faculty awardee or awardee team for the advancement of the highlighted innovation (Innovation Implementation and Augmentation Fund). The nominees for this award from USU are Clayton Brown, Department of History, and Michael Levin in Psychology. Dr. Brown developed an online game called Master of History. Students learn more about important world leaders by matching the leaders' accomplishments and photos. Dr. Levin developed a program to overcome barriers to mental health treatment for students. The award recipients will be announced March 27, 2015.

Spring enrollment is about the same headcount as last spring, but there is a 4 – 5 % increase in FTE enrollment. We believe this is primarily due to online classes.

### **Information Items**

**Electronic P&T Binders – Larry Smith.** A new system for submitting P&T binders has been developed that allows all materials in a binder to be submitted and reviewed electronically. Larry Smith explained the process and John Louviere demonstrated the system to the senate. The guidelines followed in establishing the system were that it should be a simple process to use and would not change any policy currently in place. The platform chosen to operate the system is called Equella. Everything that currently goes into the blue P&T binder will be uploaded in .pdf format into the Equella system. Each college will designate a staff member to be responsible for helping faculty and departments create and upload electronic binders for each person who will be entering a decision year in 2015/16. The system will also provide access to the binder by the P&T committee members, department head and dean and any others who may need access. Faculty under consideration will be responsible for uploading the documents to the electronic binder and alert the college support person that it is ready for review. The focus is on the P&T decision-years, but if colleges choose, they may also use it for 3<sup>rd</sup> year reviews (and eventually for annual P&T evaluations). Provost Cockett commented that faculty should think of it as an electronic file cabinet that replaces the blue binder; no requirements are changed in the new process.

**Allen E. Hall Innovation Award – Noelle Cockett.** Presented as part of University Business.

### **Reports**

**January EPC Items – Larry Smith.** The Curriculum Subcommittee reviewed two R401 proposals. Academic Standards Subcommittee modified catalog language regarding credits awarded for International Baccalaureate courses and the General Education committee passed a motion to change language regarding how the university evaluates general education courses taken more than 15 years ago. The Honors program presented a proposal to create a global engagement designation on transcripts.

**Honorary Degrees and Awards Committee Report – Sydney Peterson.** Presented as part of University Business.

A motion to accept the two reports was made by Stephan Bialkowski and seconded by Robert Schmidt. The motion passed unanimously

### **Unfinished Business**

**AFT Code Change Proposals (First Reading) – Stephen Bialkowski.** Doug presented the proposed changes that would require the reason for faculty non-renewals be included in the letter from the President. Two other changes in the proposal correct clerical errors.

**Provost/AFT 405 Section Code Changes (First Reading) – Stephen Bialkowski.** This proposal includes four changes brought forward by the Provost and that have been previously reviewed by AFT and FSEC. Change number one clarifies that the newly drafted role statements should be approved by the provost, but the provost signature is not required on the role statement or revisions to the role statement. Change number two makes clear that annual work plans can be developed for faculty or units on regional campuses or at USU Eastern. Change three clarifies that the promotion and tenure letter may not be used as a substitute for the annual review letter. Change four allows academic deans and regional campus deans and/or chancellor to submit a joint letter during the promotion and tenure evaluation and recommendation process. A reference in the proposal to USU/CEU needs to be updated to USU Eastern.

Robert Schmidt moved to send the four changes to PRPC, with the understanding that this reading will count as the first reading. The motion was seconded by JP Spicer-Escalante. The motion passed unanimously.

### **New Business**

**405.2.2 (etc.) Code Change: Teaching Role Description for P&T (First Reading) – Stephen Bialkowski.** The examples mentioned in this section of code referring to teaching does not include outside of class teaching opportunities. AFT has reviewed and approved the proposal. The change was initiated by Kris Miller and Scott Bates. It proposes that outside of classroom teaching activities should be allowed for the teaching part of the role statement in the P&T process.

A motion to send the proposed changes to PRPC was made by Michael Lions and seconded by Allen Stevens. The motion passed unanimously.

### **Adjournment**

The meeting adjourned at 4:26 pm.